

## IMPORTANT INFORMATION FOR ALL VPIS USERS

Effective November 2004, we will implement myInvoice (formerly New VPIS). The old version of VPIS will run concurrently with myInvoice for approximately 90 days. Major changes included in myInvoice are:

- Expanded Invoice History from 90 to 120 days
- Consolidated MOCAS and Non-MOCAS query Options
- Security:  
Four types of users: administrators, registrars, vendors, and government employees. Administrators will have full system access and be responsible for assigning VPIS Registrars and maintaining the VPIS HTML pages, e.g. FAQ's, News, General Info.
- Vendors will register on-line and will be granted access to the myInvoice system if their registration information matches their company information in the CCR, limiting vendors to a view of their own data as defined by their CAGE/DUNS/TIN combinations.
- Government users will be required to register to access myInvoice. Government users will be restricted from seeing any sensitive data, such as bank account information.
- VPIS registrars will be responsible for approving or denying government user access and revoking vendor access to the system
- Email Advice of Payment (AOP): Vendors will have the option during registration to select the AOP feature, which will notify them when an Invoice is paid, and provide a link to the AOP Web page.